

Phantom Lakes Management District
April 28, 2022, 6:00 pm Meeting Minutes

Virtual Meeting with Audio Call-in

APPROVED

- 1. Call to Order**
 - a. Meeting called to order by Chairman Joe Graczyk at 6:01 PM
- 2. Open Meeting Notice**
 - a. The meeting was noticed and posted according to law.
- 3. Roll Call**
 - a. Board Members Present: Joe Graczyk, Joe Kirchner, Adam Miller, County Supervisor Darlene Johnson, Jake Jagmin, Joanne Tlachac-Hehn, Representative Dave Dubey. Also Present: Colleen Mutchler, Brad Bingham
- 4. Open Forum**
 - a. Chairman Joe Graczyk in touch with Diana Dykstra with the Village of Mukwonago to receive approved funds for fireworks.
- 5. Announcements & Correspondence**
 - a. Seeking location for Annual meeting in September scheduled for the 21st. Issues with date and hold on Town Hall Meeting room. May need to change meeting date. Dave Dubey to aid in changing date if needed.
 - b. Contemplating participating in the Father's Day Parade, may attend next year with new harvester and trailer.
- 6. Secretary's Report**
 - a. Secretary Jake Jagmin made a motion to approve 03-24-2022 meeting minutes. County Supervisor Darlene Johnson seconds. Motion carries.
- 7. Treasurer's Report**
 - a. Treasurer's Report reviewed by Treasurer Miller with a change to the total disbursements to not include the lost check from March. Amount will be changed from \$55,720.98 to \$2,510. County Supervisor Darlene Johnson makes a motion to approve Treasurer's report. Chairman Joe Graczyk seconds. Motion carries.
- 8. Harvester Report**
 - a. Harvesting Manager Dawn Couillard not present. Secretary Jake Jagmin presents emailed report from Dawn.
 - b. Tentative three full time and two part time employees for the two harvesters have been recruited. Two of the recruits are returning from previous years. Another two of the recruits live on the lake.
 - c. Anticipated launch date of the large harvester is May 16th

- d. Cutter wheels anticipated to be installed by Aquarius in the next 10 days. Harvester will be launch at the Town launch. Need to contact DNR Heidi Bunk to make aware of start date.

9. Lake Plant Survey Update (NR107)

- a. Waiting on the outline of proposed steps to take on acquiring date with a price quote from Vince Mosca with Hey and Associates Inc., anticipate hearing from Vince at the May 19th meeting.
- b. Case and Associates inquired about our grant; grant was not approved.
- c. Board member Joanne Tlachac-Hehn noted changes in the future grant process for the Lake Plant Survey. Two surveys will have to be taken in the future, one survey at the beginning and another at the end of harvesting season to assess changes. This process would be much more costly than in years past.

10. New Harvester and Trailer Acquisition Update

- a. Truck will be delivered to Inland Lake Harvesters tomorrow April 29th for hitch installation, cost expected to be \$3500 to modify the truck.
- b. New harvester is waiting on the electrical harness, still on schedule
- c. Trailer is anticipated to be ready by the end of the season.
- d. Secretary Adam Miller made a motion to purchase the trailer and modify existing dump truck not to exceed \$17,690. County Supervisor Darlene seconded, motion carries. Contract with ILH will need to be adjusted, the new harvester trailer and truck modification are still less than the approved budgeted amount.
- e. A predelivery inspection will be necessary before delivery. We will need to publish a meeting notice and note that no votes will be made at the meeting.

11. Payroll and Employment Services for Harvesters

- a. Chairman Joe Graczyk has inquired with a few recommended staffing agencies. Found Halpin Staffing and in contact with Tim Letsch. Halpin Staffing suites our needs and is the most like our previous staffing agency, KD Staffing. Staff will be paid weekly.
- b. Halpin Staffing is asking for payment every 15 days however our board meets monthly and would not be able to approve the fund twice a month. Seeking a solution with Halpin Staffing.
- c. Town Representative Dave Dubey makes a motion to approve Halpin Staffing to handle employment. County Supervisor Darlene Johnson seconds. Motion carries.

12. Fireworks 2022

- a. Phantom Glen Park is reserved for July 3rd.
- b. 5-Star Fireworks to send map and shell amount, size to Fire Chief
- c. A clean up plan will be created to clean debris on July 4th. Village happy with last year's efforts and clean up.

13. Website Redesign

- a. Linda Goehre with Goehre Creative is waiting for our response on redesign. Secretary Jake Jagmin to provide Linda with a temporary password for our current website to better assess the current status of our site.
- b. Board is impressed with the layout of Wind Lakes website

14. Next Meeting

- a. Thursday May 19th, 2022, at 6pm. Virtual and call in.

15. Adjournment

- a. Representative Dave Dubey made a motion to adjourn at 7:20pm. Seconded by County Supervisor Darlene Johnson. Motion carried.